



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: NOVEMBER 3, 2020**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT **WARDS: ALL**

SUBJECT: CITY OF RIVERSIDE, SPECIAL TRANSPORTATION DIVISION'S PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

ISSUE:

Approve and adopt the City of Riverside Special Transportation Division's Public Transportation Agency Safety Plan.

RECOMMENDATIONS:

That the City Council approve and adopt the City of Riverside Special Transportation Division's Public Transportation Agency Safety Plan.

BACKGROUND:

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule (49 C.F.R. Part 673), which requires certain public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans.

On July 19, 2019, FTA adopted a final rule, requiring the State Departments of Transportation (DOTs) to draft and certify Agency Safety Plans on behalf of small public transportation providers within a State that receives Section 5307 funds and meets certain criteria. The City of Riverside is a recipient of program funds and meets the criteria under 49 U.S.C. 5307 and 5339 which cover preventative maintenance and bus replacement costs.

On April 15, 2020 the California Department of Transportation (Caltrans) prepared the attached draft safety plan which includes processes and procedures for implementing the Safety Management Systems (SMS), and the implementation of safety plan will help ensure that public transportation systems are safe.

DISCUSSION:

As a public transportation provider operating less than 100 vehicles at any given time, the Special Transportation Division is eligible to utilize the State plan which was developed by Caltrans. The plan establishes processes and procedures, which include the four main pillars of SMS:

1. Safety Management Policy:

- a. Safety objectives.
 - b. Confidential employee reporting program.
 - c. Organizational accountabilities and safety responsibilities, including designation of a Chief Safety Officer
2. Safety Risk Management
 - a. Processes for hazard identification, risk assessment and mitigation.
3. Safety Assurance
 - a. Process for safety performance monitoring and measurement.
4. Safety Promotion
 - a. Comprehensive safety training program and communication.

The documented SMS ensures the Agency is performing the necessary risk management activities, monitoring its results and making the necessary adjustments in maintaining a safe system. This plan outlines how the Special Transportation Division will continually identify, monitor, and mitigate various safety risks and hazards present in its transit operating environment.

In addition, under the PTASP rule, the transit operator is required to set safety performance targets based on the safety performance measures established by the National Public Transportation Safety Plan (NSP). The NSP safety performance measures are for the following categories: Fatalities; Injuries; Safety Events; and System Reliability (State of Good Repair). The first set of performance targets are under development; these targets will be shared with Riverside's Metropolitan Planning Organization (MPO), the Southern California Association of Governments (SCAG), and the State of California.

Once approved by City Council, the plan will be sent to Caltrans for review and approval. The plan will be reviewed annually by staff; including collecting data and information from operations, maintenance, and public transportation services to monitor the Agency's safety performance and adjust as necessary. The City will certify annually via FTA's Certifications and Assurances process that the safety plan continues to meet the requirements of the final rule. The effectiveness of the City's Public Transportation Agency Safety Plan will be reviewed by FTA's Triennial Review process.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

Prepared by:	Adolfo Cruz, Parks, Recreation and Community Services Director
Certified as to availability of funds:	Edward Enriquez, Chief Financial Officer / City Treasurer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachment: City of Riverside Public Transportation Agency Safety Plan